

Model Curriculum

Hand Embroiderer

SECTOR: APPAREL, MADE-UPS AND HOME FURNISHING
SUB-SECTOR: Apparel
OCCUPATION: Hand Embroidery
REF ID: AMH/Q1001, V1.0
NSQF LEVEL: 4



Certificate

CURRICULUM COMPLIANCE TO QUALIFICATION PACK – NATIONAL OCCUPATIONAL STANDARDS

is hereby issued by the
APPAREL MADE-UPS AND HOME FURNISHING SECTOR SKILL COUNCIL

for the
MODEL CURRICULUM

Complying to National Occupational Standards of
Job Role/ Qualification Pack: **Hand Embroiderer**, QP No. **AMH/Q1001, NSQF Level 4**

Date of Issuance: **May 2nd, 2019**

Valid up to: **May 2nd, 2023**


Authorized Signatory
(Apparel Made-ups and Home Furnishing Sector Skill Council)

* Valid up to the next review date of the Qualification Pack

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Hand Embroiderer

CURRICULUM / SYLLABUS

This program is aimed at training candidates for the job of a “Hand Embroiderer”, in the “Apparel, Made Ups and Home Furnishing” Sector/Industry and aims at building the following key competencies amongst the learner.

Program Name	Hand Embroiderer		
Qualification Pack Name & Reference ID.	AMH/Q1001, V1.0		
Version No.	1.0	Version Update Date	02/05/2019
Pre-requisites to Training	Preferably Class 5 th		
Training Outcomes	<p>After completing this programme, participants will be able to:</p> <ul style="list-style-type: none"> • Carry out different types of embroidery stitches – Flat, loop and knotted stitches. • Embroider decorative designs using a combination of stitches and work styles. • Contribute to achieve quality in embroidery work. • Maintain the work premises and tools. • Maintain health, safety and security at the workplace. 		

This course encompasses 5 out of 5 National Occupational Standards (NOS) of “Hand Embroiderer” Qualification Pack issued by “APPAREL, MADE-UPS AND HOME FURNISHING SECTOR SKILL COUNCIL”.

Sr. No.	Module	Key Learning Outcomes	Equipment Required
1	<p>Introduction and Orientation</p> <p>Theory Duration (hh:mm) 02:00</p> <p>Practical Duration (hh:mm) 00:00</p> <p>Corresponding NOS Code Bridge Module</p>	<ul style="list-style-type: none"> Identify the scenario of apparel sector in India. Identify the role and responsibilities of a hand embroiderer. 	white/black board, marker, chalk duster
2	<p>Carry out different types of embroidery stitches – Flat, loop and knotted stitches</p> <p>Theory Duration (hh:mm) 15:00</p> <p>Practical Duration (hh:mm) 50:00</p> <p>Corresponding NOS Code AMH/N1001</p>	<ul style="list-style-type: none"> Identify the tools for embroidery. Check availability of tools and accessories needed for embroidery. Identify the types of fabrics, trims and accessories used in embroidery like: thread, needles. Select the design to be embroidered. Transfer the design on the khakha by tracing the design or direct sketching. Check the tracing lines on the khakha. Pin the khakha using pins or machine. Select the fabric to be embroidered. Check the fabric for any type of defect. Prepare the fabric to be embroidered by fixing it on the adda or frame. Check that the fabric is free from any defect like stains, holes. Check the fabric is fixed on the frames with requisite amount of tension or tautness. Trace design on fabric/material to be embroidered. Select the thread, sequins and other material for type of embroidery to be carried out according to the texture and fibre material. Check the thread and other accessories for any type of defect. Identify colour combination/usage of thread as per the given design. Select appropriate needle for embroidery. Demonstrate correct handling of tools. Apply the correct lifting and handling procedures. 	embroidery thread various material . count and ply (assortment) ,novelty, fancy yarns, metallic yarns(assortment) fabric yardage for emb (bulk fabric, qnt may vary) surface embellishments and stickers tickets (assortment, as per requirement), masking tape ,needles for embroidery (various sizes),thimbles ,design templates (qnt may change),scales, punch needles, sci measuring tape, fabric cutting and paper cutting, frame for embroidery, tracing paper ,carbon paper, kerosene, cotton swabs/ dabber/roll (qnt may vary),hand held thread trimmer, seam ripper, white/black, board, white board marker/chalk,, adda for embroidery with aari needles, " ,iron and iron table ,projector /lcd, board eraser, cupboard, hanger, dustbin, carpet (depends on covered floor area),* if carpet not there then stools and big table(qnt may vary depending on their size),ink or tracing material, cupboard, dexterity test kit, fire extinguisher ,glue bent

		<ul style="list-style-type: none"> • Identify the quality standards and the specification to be maintained in embroidery. • Embroider the fabric using stitches like Running Stitch, Back Stitch, Stem Stitch, Satin Stitch, Kashmiri Stitch, Couching Stitch, Cross and loop Stitch Herringbone Stitch, hicken • Chain Stitch, Lazy-daisy Stitch, Button hole Stitch, Blanket Stitch, Fishbone Stitch, Feather Stitch ,Fly Stitch ,Knotted Stitches ,French knot Stitch, Double knot Stitch ,Bullion knot Stitch. • Carryout regional embroidery wherever ever required. • Identify the types of embroidery defects. • Identify the steps to correct the embroidery defects. • Check the embroidered fabric for any type of embroidery defect. • Rectify the embroidery defects. • Maintain the specification and quality standard of the embroidery. • Dispose the waste in the correct manner. 	<p>emb needle, basic stationary, pick glass, students manual, first aid box, tracing wheel, tailor's chalk, pins & safety pins & dress maker's pins, pin cushion, backing paper/fusing, hand embroidery motives book student's chair with table arm, board eraser,dress form(size medium, male or female),hanger,dress form(size medium, male or female), samples , garments, made ups ,and home furnishing and embroidery swatches</p>
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<p>3</p>	<p>Embroider decorative designs using a combination of stitches and work styles</p> <p>Theory Duration (hh:mm) 14:00</p> <p>Practical Duration (hh:mm) 53:00</p> <p>Corresponding NOS Code AMH/N1002</p>	<ul style="list-style-type: none"> • Ensure that the work area is free from hazards. • Identify tools for embroidery. • Check availability of tools and accessories needed for embroidery. • Identify the types of fabrics, trims and accessories used in embroidery like: thread, needles. • Select the design to be embroidered. • Transfer the design on the khakha by tracing the design or direct sketching. • Check the tracing lines on the khakha. • Make holes in the khakha using pins or machines. • Select the fabric to be embroidered. • Check the fabric for any type of defect. • Prepare the fabric to be embroidered by fixing it on the adda or frame. • Check that the fabric is free from any defect like stains , holes. • Check the fabric is fixed on the frames with requisite amount of tension or tautness. • Trace design on fabric/material to be embroidered. • Select the correct thread, sequins and other material for type of embroidery . • Check the thread and other accessories for any type of defect. • Identify colour combination/usage of thread as per the given design. • Select appropriate needle for embroidery. • Demonstrate correct handling of tools. • Apply correct lifting and handling procedures. • Check the specification of the material according to specs. • Design sample of the embroidered product. • Select the correct component parts/fabric/ material/ tool for embroidery. • Trace the embroidery design accurately and neatly on the fabric. • Embroider combination of stitches like Mirror work, English stitch, Chicken-kari stitches, Tapestry, Cut work, Applique work, English smocking , Phulkari, hem stitch, Sindhi embroidery. • Make scallops, lace & rolled hem. • Make long & short, shade work, satin & French knot stitches. • Perform Applique work as per design detail. • Perform regional embroidery wherever ever required. • Identify the types of embroidery defects. 	<p>embroidery thread various material . count and ply (assortment),novelty, fancy yarns, metallic yarns(assortment) fabric yardage for emb (bulk fabric, qnt may vary) surface embellishments and stickers tickets (assortment, as per req) masking tape ,needles for embroidery (various sizes),thimbles ,design templates(qnt may change),scales, measuring tape, punch needles, scissors fabric cutting and paper cutting, frame for embroidery, tracing paper ,carbon paper, kerosene, cotton swabs/dabber/roll(qnt may vary),hand held thread trimmer, seam ripper, white/black, board, white board marker/chalk,, adda for embroidery with aari needles, "" ,iron and iron table ,projector /lcd, board eraser, cupboard, hanger, ,ink or tracing material, cupboard, dexterity test kit, fire extinguisher ,glue bent neck needle/aari /adda emb needle, basic stationary, pick glass, students manual, first aid box, tracing wheel, tailor's chalk, pins & safety pins & dress maker's pins, pin cushion, backing paper/fusing, hand embroidery motives book student's chair with table arm, board eraser ,dress form(size medium, male or female),hanger, dress form(size medium, male or female), samples , garments, made ups ,and home furnishing and embroidery swatches, dustbin, carpet(depends</p>
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		<ul style="list-style-type: none"> Identify the steps to correct the embroidery defects. Check the embroidered fabric for any type of embroidery defect. Perform the correction of embroidery defects. Maintain the specification and quality standard of the embroidery. Dispose the waste in the correct manner. 	on covered floor area),* If carpet not there then stools and big table(qnt may vary depending on their size)
4	<p>Contribute to achieve quality in embroidery work</p> <p>Theory Duration (hh:mm) 10:00</p> <p>Practical Duration (hh:mm) 25:00</p> <p>Corresponding NOS Code AMH/N1003</p>	<ul style="list-style-type: none"> Use materials based on the specifications. Inspect the embroidery at specified intervals according to the instructions Select creased, stained, damaged and incorrectly made up components parts. Mark / segregate /replace rejects or components part that do not match the specification, in the designated locations Identify the modifiable embroidery defects. Rectify the defects. Maintain the flow of work Test, sort, track the work in progress. Apply the allowed tolerances. Adjust promptly to ensure the embroidery work matches the specifications Maintain the required productivity, quality levels and documents. Complete documents. Identify the methods to maintain the documents. Maintain the documents properly. 	embroidery frames, needles, threads, design sheet
5	<p>Maintaining work premises and tools</p> <p>Theory Duration (hh:mm) 08:00</p> <p>Practical Duration (hh:mm) 05:00</p> <p>Corresponding NOS Code AMH/N1004</p>	<ul style="list-style-type: none"> Maintain a clean and hazard free working area. Carry out running maintenance of the equipment at regular interval. Demonstrate carrying out the work in correct posture. Demonstrate correct handling tools and equipment of hand embroidery. Explain the method of keeping clean and hazard free working area. Demonstrate the cleaning of tools and equipment. Repair the fault in equipment, tools if possible. Demonstrate the correct method of storage of tools and equipment. Explain different ways of minimizing waste. 	embroidery tools and equipment

		<ul style="list-style-type: none"> • Dispose the waste at the correct place and correct manner. • Ensure that the correct embroidery needles, threads, frames and trims are in correct place. • Explain the methods of storing the equipment safely. • Explain the method of reporting about faulty equipment. 	
6	<p>Maintain health, safety and security at workplace</p> <p>Theory Duration (hh:mm) 08:00</p> <p>Practical Duration (hh:mm) 05:00</p> <p>Corresponding NOS Code AMH/N0103</p>	<ul style="list-style-type: none"> • Demonstrate safe and secure handling of needles, pins, beads, sequins, etc. • Demonstrate the method of operating fire extinguisher. • Ensure storage of materials and equipment in line with instructions given. • Perform basic first –aid. • Check the workplace and work processes for potential risks and threats like fire, physical injuries, etc. • Demonstrate the use of personal protective equipment like thimble, nose mask. • Demonstrate the process involved in mock-drills and/or evacuation at the workplace in case of emergency. • Demonstrate the use of personal protective equipment. • Identify the malfunction in machinery and equipment. • Correct the possible malfunction in machinery and equipment. 	<p>first aid kit, fire extinguisher , machinery and equipment</p>
7	<p>Soft Skills</p> <p>Theory Duration (hh:mm) 03:00</p> <p>Practical Duration (hh:mm) 02:00</p> <p>Corresponding NOS Code Bridge Module</p>	<ul style="list-style-type: none"> • Illustrate the steps followed for personal grooming and hygiene. • Apply organization procedures and maintain personal health and hygiene and avoid habits like gutkha, tobacco etc. • Demonstrate effective interaction with the group. • Demonstrate time management in work. • Write your resume. • Prepare for interviews. 	<p>white/black board, marker and duster, computer and computer peripherals</p>

	<p>Total Duration 200:00</p> <p>Theory Duration 60:00</p> <p>Practical Duration 140:00</p>	<p>Unique Equipment Required: embroidery thread of various material, count and ply (assortment), novelty, fancy yarns, metallic yarns (assortment), fabric yardage for emb (bulk fabric, qnt may vary), surface embellishments and stickers tickets (assortment, as per req), masking tape, needles for embroidery (various sizes), thimbles, design templates (qnt may change), scales, measuring tape, punch needles, scissors fabric cutting and paper cutting, frame for embroidery, tracing paper, carbon paper, kerosene, cotton swabs/dabber/roll (qnt may vary), hand held thread trimmer, seam ripper, white/black board, white board marker/chalk,, adda for embroidery with aari needles, "" , iron and iron table, projector /lcd, board eraser, cupboard, hanger, dustbin, carpet (depends on covered floor area),* if carpet not there then stools and big table (qnt may vary depending on their size), ink or tracing material, cupboard, dexterity test kit, fire extinguisher, glue bent neck needle/aari /adda emb needle, basic stationary, pick glass, students manual, first aid box, tracing wheel, tailor's chalk, pins & safety pins & dress maker's pins, pin cushion, backing paper/fusing, hand embroidery motives book, student's chair with table arm, board eraser, dress form (size medium, male or female), hanger, dress form (size medium, male or female), samples, garments, made ups, and home furnishing and embroidery swatches</p>
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Grand Total Course Duration: **200 Hours, 0 Minutes**

(This syllabus/ curriculum has been approved by [APPAREL MADE-UPS AND HOME FURNISHING SECTOR SKILL COUNCIL](#))

Trainer Prerequisites for Job role: “Hand Embroiderer” mapped to Qualification Pack: “AMH/Q1001, version 1.0”

Sr. No.	Area	Details
1	Job Description	To deliver accredited training service, mapping to the curriculum detailed above, in accordance with Qualification Pack “AMH/Q1001”
2	Personal Attributes	The candidate should have aptitude for conducting training, pre /post work to ensure competent, employable candidates at the end of training. Strong communication skills, interpersonal skills, ability to work as team; diligent and is passionate for maintaining the quality in content and training delivery methodology. Candidate should have basic understanding of English language; however this should not be a restrictive criterion as long as the candidate is willing and open to learn. He/she must be able to speak, read and write in the local language.
3	Minimum Educational Qualifications	<ul style="list-style-type: none"> • The candidate should be 10th pass with six years supervisory experience in relevant trade • Certificate in relevant trade of minimum 6 months duration • Diploma of minimum 1 year duration in the relevant trade • ITI in relevant trade • Graduate in the relevant trade
4a	Domain Certification	Certified for Job Role: “ <u>Hand Embroiderer</u> ” mapped to QP: “AMH/Q1001”, version 1.0. Minimum accepted score as per SSC guidelines is 80%.
4b	Platform Certification	Recommended that the Trainer is certified for the Job Role: “ <u>Trainer</u> ”, mapped to the Qualification Pack: “MEP/Q2601”. Minimum accepted % as per respective SSC guidelines is 80%.
5	Experience	<ul style="list-style-type: none"> • The candidate should be 10th pass with six years supervisory experience in relevant trade • Certificate of minimum six months duration in relevant trade with 4 years of work experience in relevant trade • Diploma of minimum 1 year duration in the relevant trade with 2 years of work experience in relevant trade • ITI in relevant trade with minimum 2 years of work experience in relevant trade • Graduation in relevant trade with minimum 2 years of work experience in relevant trade, • He should be able to communicate in English and local language. He should have knowledge of equipment, tools, material, Safety, Health & Hygiene

Annexure: Assessment Criteria

Job Role: Hand Embroiderer

Qualification Pack: AMH/Q1001, V1.0

Sector Skill Council: AMHSSC

Guidelines for Assessment

1. Criteria for assessment for each Qualification Pack will be created by the Sector Skill Council. Each Performance Criteria (PC) will be assigned marks proportional to its importance in NOS. SSC will also lay down proportion of marks for Theory and Skills Practical for each PC
2. The assessment for the theory part will be based on knowledge bank of questions approved by the SSC
3. Assessment will be conducted for all compulsory NOS, and where applicable, on the selected elective/option NOS/set of NOS.
4. Individual assessment agencies will create unique question papers for theory part for each candidate at each examination/training center (as per assessment criteria below)
5. Individual assessment agencies will create unique evaluations for skill practical for every student at each examination / training center based on these criteria
6. To pass the Qualification Pack, every trainee should score a minimum of 70% aggregate in a QP
7. In case of unsuccessful completion, the trainee may seek reassessment on the Qualification Pack

		Total Marks	Out Of	Marks Allocation		
				Theory	Skills Practical	Viva
1. AMH/N1001 (Carry out different types of embroidery stitches – Flat, Loop & Knotted Stiches)	PC1. Analyse & interpret the given design which needs to be embroidered & the type of embroidery that is required to be done	100	6	2	2	2
	PC2. Check the materials required for embroidery with the given specifications		4	1	2	1
	PC3. Trace design on fabric/material to be embroidered if required		8	1	6	1
	PC4. Select appropriate needle & thread for the type of embroidery to be done, according to the texture & fibre of the material Carry out Different Types of Flat Stitches		6	1	4	1
	PC5. Use needle & thread to carry out Running stitch on a given material as per the given specifications & quality standards		6	2	3	1
	PC6. Carry out Back stitch & Stem stitch on fabric		6	2	3	1
	PC7. Carry out Satin stitch & Kashmiri stitch to embroider different patterns		6	1	4	1
	PC8. Use couching stitch in hand embroidery as per given design/art work		6	1	4	1
	PC9. Use cross stitch technique to embroider different designs		6	1	4	1
	PC10. Use herringbone stitch technique for embroidery		6	1	4	1
	PC11. Carry out different types of Loop stitches for creating embroidery patterns/ designs such as :- Chain Stitch - Button hole Stitch - Blanket Stitch - Fishbone Stitch - Feather Stitch - Fly Stitch Carry out Different Types of Knotted Stiches		6	1	4	1
	PC12. Carry out different types of knotted stitches such as French knot, Double knot and Bullion knot stitch		6	1	4	1
	PC13. Check with in charge /others when unsure of new product details		6	1	3	2
	PC14. Minimise and dispose the waste materials in the approved manner		8	3	4	1

	PC15. Carry out Operations at a rate which maintains workflow		8	2	5	1
	PC16. Respond appropriately if the embroidery do not meet product/design specification & take corrective action		6	1	4	1
		Total	100	22	60	18
2. AMH/N1002 (Embroider decorative designs using a combination of stitches & work styles)	PC1. Make sure the work area is free from hazards	100	5	1	3	1
	PC2. Select thread and needle according to the texture & fibre of material		5	3	1	1
	PC3. Follow the instructions & design specifications given for the embroidery to be done		5	1	2	2
	PC4. If required, trace the embroidery design accurately & neatly on the fabric		5	1	3	1
	PC5. Ask questions to obtain more information on tasks when the instructions you have are unclear		5	3	1	1
	PC6. Use the correct tools and materials		5	1	3	1
	PC7. Select the correct component parts/fabric/material for embroidery		7	1	4	2
	PC8. Check that the materials to be used are free from faults		5	1	3	1
	PC9. Ensure the materials used meet the specification matching a. Embroidery Artwork b. Design sample of the embroidered product		8	3	3	2
	PC10. Report faults in the material		4	1	2	1
	PC11. Conform to company quality standards		5	1	3	1
	PC12. Report any damaged work to the responsible person		5	1	3	1
	PC13. Make Satin, chain, button hole stitches & different types of edges (hem stitch, scallops, lace & rolled hem)		4	1	2	1
	PC14. Make Long & short, shade work, satin & French knot stitches		5	1	3	1
	PC15. Carry out Applique work as per design details		5	1	3	1

	PC16. Use & combine different hand embroidery techniques to create decorative designs such as: <ul style="list-style-type: none"> • Cross Stitch • Tapestry Stitch • Shadow work • Mirror work • English Smocking • Cut work • Sindhi Work 		5	1	3	1
	PC17. Ensure the embroidered design conforms to the artwork specifications		5	1	3	1
	PC18. Inspect embroidered products against specifications		8	2	3	3
	PC19. Perform all embroidery operations with precision & accuracy		4	1	2	1
		Total	100	26	50	24
3. AMH/N1003 (Contribute to achieve quality in embroidery work)	PC1. Identify and use materials required based on the specifications	90	8	4	2	2
	PC2. Take the necessary action when materials do not conform to quality standards		5	3	1	1
	PC3. Report and replace identified faulty materials and component parts which do not meet specification		6	1	4	1
	PC4. Identify modifiable defects and rework on them		5	1	3	1
	PC5. Carry out work safely and at a rate which maintains work flow		9	1	5	3
	PC6. Report to the responsible person when the work flow of other production areas disrupts work		5	1	3	1
	PC7. Test, sort, track feed and examine work in progress		5	1	3	1
	PC8. Carry out quality checks at specified intervals according to instructions		5	1	3	1
	PC9. Apply the allowed tolerances		6	1	4	1
	PC10. Identify faults and take appropriate action for rectification		6	1	4	1
	PC11. Make adjustments promptly to ensure the embroidery work matches the specification		8	3	3	2
	PC12. Fault-find materials and components for creased, stained, damage and incorrectly made-up component arts		8	4	2	2
	PC13. Report faults in other processes to the appropriate person		4	1	2	1

	PC14. Maintain the required productivity and quality levels		5	1	3	1
	PC15. Complete and maintain documentation		5	1	3	1
		Total	90	25	45	20
4. AMH/N1004 (Maintaining work premises and tools)	PC1. Handle materials, machinery, equipment and tools safely and correctly	50	4	1	2	1
	PC2. Use correct lifting and handling procedures		3	1	1	1
	PC3. Use materials to minimize waste		4	1	2	1
	PC4. Maintain a clean and hazard free working area		4	1	2	1
	PC5. Maintain hand embroidery tools		4	1	2	1
	PC6. Carry out maintenance and/or cleaning within one's responsibility		4	1	2	1
	PC7. Carryout running maintenance within agreed schedules		3	1	1	1
	PC8. Report damaged tools & materials		4	1	2	1
	PC9. Ensure that the correct tools, needle, thread & trims required for hand embroidery are in place		3	1	1	1
	PC10. Work in a comfortable position with the correct posture		3	1	1	1
	PC11. Use cleaning equipment and methods appropriate for the work to be carried out		3	1	1	1
	PC12. Dispose of waste safely in the designated location		4	1	2	1
	PC13. Store cleaning equipment safely after use		4	1	2	1
	PC14. Carry out cleaning according to schedules and limits of responsibility		3	1	1	1
		Total	50	14	22	14
5. AMH/N0103 (Maintaining a Health and safety and security at work place)	PC1. Comply with health and safety related instructions applicable to the workplace	60	3	1	1	1
	PC2. Use and maintain personal protective equipment as per protocol		3	1	1	1
	PC3. Carry out own activities in line with approved guidelines and procedures		4	1	2	1

	PC4. Maintain a healthy lifestyle and guard against dependency on intoxicants		4	1	2	1
	PC5. Follow environment management system related procedures		3	1	1	1
	PC6. Identify and correct (if possible) malfunctions in machinery and equipment		4	1	2	1
	PC7. Report any service malfunctions that cannot be rectified		3	1	1	1
	PC8. Store materials and equipment in line with manufacturer's and organisational requirements		3	1	1	1
	PC9. Safely handle and move waste and debris		4	1	1	2
	PC10. Minimize health and safety risks to self and others due to own actions		3	1	1	1
	PC11. Seek clarifications, from supervisors or other authorized personnel in case of perceived risks		4	1	2	1
	PC12. Monitor the workplace and work processes for potential risks and threats		3	1	1	1
	PC13. Carry out periodic walk-through to keep work area free from hazards and obstructions, if assigned		3	1	1	1
	PC14. Report hazards and potential risks/ threats to supervisors or other authorized personnel		3	1	1	1
	PC15. Participate in mock drills/ evacuation procedures organized at the workplace		4	1	2	1
	PC16. Undertake first aid, fire-fighting and emergency response training, if asked to do so		3	1.5	0.5	1
	PC17. Take action based on instructions in the event of fire, emergencies or accidents		3	1	1	1
	PC18. Follow organisation procedures for shutdown and evacuation when required		3	0.5	1.5	1
	Total		60	18	23	19
	Grand Total		400	105	200	95



Apparel Made-ups and Home Furnishing Sector Skill Council
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